

## Opportunities in Shore Special Programs

PERS 4010 details to a variety of assignments such as Recruit Division Commander, Military Entrance Processing Stations, USS CONSTITUTION, USS ARIZONA Memorial, Navy Recruiters, Physical Security Duty, Brigs, Navy Absentee Collection Unit, Equal Opportunity Advisers, Drug and Alcohol Counselors, and Naval Leadership Training Unit Instructors. We also detail Flag Writers, Flag Mess/Enlisted Aides, White House Communications Agency, Camp David, NATO, JOINT/PEP commands, Washington DC/Millington Staff placement, and "A" School Assignments. For up-to-date billet availabilities please visit our website at [www.bupers.navy.mil/pers4010/index.html](http://www.bupers.navy.mil/pers4010/index.html) or contact the appropriate detailee.

The majority of Shore Special Program Assignments require the completion of a command screening prior to orders being issued. The screening requirements can be found in Chapter Nine of the Enlisted Transfer Manual. Additionally, NATO, JOINT, White House Communications Agency, Camp David, Flag Writer, and Flag Mess/Enlisted Aide billets are nominative positions, which means you must be interviewed and accepted for the position. This is usually a fairly long process, if you are interested contact PERS-4010F, PERS-4010F1, PERS-4010F2, PERS-4010F3 or PERS-4010G for specific details.

Each week Shore Special Programs updates its "Hot Picks" on the PERS-4010 web page. "Hot Picks" lists Shore Special Program billets that need to be filled as soon as possible. You can access Shore Special Program's "Hot Picks" by visiting the above-mentioned Web site.

Remember, if you are interested in PERS-4010 billets, you **must** contact your regular rating detailee and request to be released to Shore Special Programs.

*Major Washington/Memphis Staff Detailee, PERS 4010F*

## Flag Mess /Enlisted Aide Mess Management Specialist

Flag Mess/Enlisted Aide assignments have been relocated from PERS 402B to PERS 4010. Flag Mess/Enlisted Aide assignments can be up to eight (8) consecutive years of duty. Contact your rating detailee when you are in the 10-month detailing window. Ask to be released to PERS 4010F2 for Flag Mess placement. When released, contact PERS 4010F2 to discuss Flag Screening and assignment. Qualified personnel interested in White House or Camp David assignment are recommended to contact your rating detailee when you are in the 12-month detailing window.

Volunteers in paygrades E4-E9 may apply for the Flag Mess/Enlisted Aide Program by submitting a personnel action request (NAVPERS 1306/7). You must include an endorsement from your commanding officer on letterhead, and copies of your last 36 months EVALUATION / FITREP. You can apply for this program whether on sea duty or shore duty. However, billets for this special program are very competitive. An extensive culinary arts and customer service background is strongly recommended.

For more information, refer to ENLTRANSMAN 9.48/9.60, SECNAVINST 1306.2, and DOD Directive 1315.9.

*Flag Mess/Enlisted Aide Detailee, PERS 4010F2*

## Equal Opportunity Advisor

Are you tired of the same old assignments and want a little diversity in your career? Then you might want to consider a tour as an Equal Opportunity Advisor (EOA). The Navy is currently searching for highly motivated Sailors who have the desire to become EOAs. If you are an E-6 or above, and have ever served as a Command Managed Equal Opportunity (CMEO) Manager or you don't have any EO experience but would like something challenging, a tour as an EOA might be perfect for you. EOAs are critical to the Navy's mission success and serve as valuable training tools to the Fleet worldwide.

If you want to serve as a EOA, the first step is to request via NAVPERS 1306/7 to be released from your rating detailee to PERS 4010D1. Consult Chapter 2.02 of the Enlisted Transfer Manual, NAVPERS 15909F, to obtain specific guidelines for submission of the 1306/7. Once you are released, PERS 4010D1 will notify PERS 00H (Navy Equal Opportunity Office), and a prospective EOA In-

*Submit Address  
Changes On-line at  
[www.persnet.navy.mil/  
periodicals/link-per-  
spective/Link-  
Perspective.htm](http://www.persnet.navy.mil/periodicals/link-perspective/Link-Perspective.htm)*



interview sheet will be forwarded to your command. The EOA interview is very similar to an instructor screening form. You will need to be interviewed by a qualified EOA, or the Navy EO office, and receive a favorable endorsement by your Commanding Officer. Next, you will negotiate orders either to sea duty or shore duty. Then you will be issued orders to the Defense Equal Opportunity Management Institute (DEOMI) for training. DEOMI is located in sunny Cocoa Beach, Florida and the course is 15 weeks in duration. After graduating from DEOMI you will go to your ultimate duty station as the Command EOA. Please keep in mind that a tour as an EOA does not preclude you from fulfilling your regular rating sea/shore rotation requirements.

Any interested personnel should contact PERS 4010D1. For additional information you can also contact TMCS(SW) McGhee or CTRCS(SW) Henderson at the Navy EO office, (800) 253-0931.

*EOA/NAVLEAD/CAAC Detailer  
PERS 4010D1*

## Defense Equal Opportunity Management Institute Instructors

Looking for a challenging assignment that not only enhances your career but also impacts the readiness of the Fleet? Come join the elite corps of instructors at the Defense Equal Opportunity Management Institute (DEOMI) and make a difference in your Navy and the Department of Defense. Work with senior enlisted, officers, and experienced DoD civilians from all services, to include the U.S. Coast Guard.

DEOMI is the only organization of its kind in DoD, responsible for providing equal opportunity and equal employment opportunity (EO/EEO) training to military members E-5 through O-7, DoD civilians and international students. The Institute offers nine courses and three workshops.

Teams of select trainers travel throughout the U.S. and abroad to Europe, South Africa, and other attractive locations. Primary duties include platform instruction and small group facilitation; however, an assignment at DEOMI also brings leadership opportunities, program management, and cur-



riculum design.

DEOMI instructors do not face a training dead-end. Instructors have opportunities to receive professional training from military and commercial sources. A demanding but predictable work schedule also allows staff members the opportunity to attend college and graduate-level courses. Many have attained associates, bachelors and even masters degrees while serving at DEOMI.

DEOMI is located at Patrick Air Force Base, Fla., near sunny Cocoa Beach along Florida's Space Coast. It's close to Orlando and Disney World, and just a few hours from Jacksonville, Tampa, or Miami. Recreational activities are plentiful with some of the best fishing in the country.

Much progress has been made in the areas of EO and EEO but there is more work to be done. You can make a difference in the lives of U.S. and international service-members and civilians. Come aboard DEOMI and be a catalyst for change. For more information contact PERS 4010D1.

*EOA/NAVLEAD/CAAC Detailer  
PERS 4010D1*

## 'A' School Assignments

Are you a non-designated Seaman, Airman, Fireman or designated Sailor wanting the formal training "A" school can provide? If you are looking to take a positive step forward in your career "A" School may be

your answer. How do you go about getting an "A" school? First, talk to your career counselor. He or she is an invaluable resource in determining what you qualify for, which ratings offer the best opportunities for advancement, and in getting your request submitted.

A few notes for career counselors:

- Forward all "A" school requests to 4010S via 1306, along with supporting documentation per the Enlisted Transfer Manual (ENLTRANSMAN Ch.7).
- All packages must include the Sailor's ASVAB scores; also listed is special information needed for certain ratings. If a waiver is requested, include a clear justification.
- Carefully review paragraph 7.17 in the ENLTRANSMAN. This lists the required ASVAB scores, hearing and vision requirements, citizenship limitations, security requirements, and other special requirements.
- Per MILPERSMAN 1440-050, Sailors may not take the exam for one rating and request "A" school for another.
- If the Sailors ASVAB scores are outside the waiver limits, the JOBS program may be an option. Check the requirements listed in OPNAVINST 1514.1C.

*Head "A" School Assignments/  
ATF Program  
PERS 4010S1*

## Shore Special Programs (PERS 4010) Directory

E-mail address, replace xxxx with listed PERS Code:

Example: to e-mail the Physical Security Detailer LCPO (p4010e):

For commercial phone numbers use:

(901) 874-XXXX (DSN 882-XXXX)

(703) 614-XXXX (DSN 224-XXXX)

(703) 693-XXXX (DSN 223-XXXX)

xxxx@persnet.navy.mil

p4010e@persnet.navy.mil

(301) 757-XXXX (DSN 757-XXXX)

(202) 433-XXXX (DSN 288-XXXX)

(703) 695-XXXX (DSN 225-XXXX)

Code	Title	DSN
p4010	Branch Head	882-3451
p4010b	Asst Branch Hd and RAO, Recruiters/ RDC/MEPS/Phys Sec/Brig	882-3864
p4010s	RAO, "A" Schools/Flag Mess/Flag Writer/ NATO/Joint/Washington Placement	882-3775
p4010a	Admin Supervisor	882-3860
p4010a3	Admin Asst.	882-3867
p4010c	Career Recruiter Force Detailer/4010 LCPO	882-3868
p4010c2	Recruiter E6 Detailer/Admin LPO	882-3861
p4010c3	Recruiter E4-E5 Detailer	882-3879
p4010c4	Recruiting LCPO/E7-E8 Detailer	882-2352
p4010a2	Recruiting Admin Asst.	882-2335
p4010d	RDC/MEPS/ Naval Acad. Co. Chiefs/4010 LCPO/NAPS/OCS USS CONSTITUTION/USS ARIZONA Memorial	882-3878
p4010d1	EOA/NAVLEAD/SARP/Bearings Point	882-3862
p4010d2	Asst. RDC/MEPS/USS AZ Mem/USS CONSTITUTION Shore Disestablishments Coordinator	882-3855
p4010e	Physical Security Detailer LCPO	882-3877
p4010e1	Physical Security Detailer	882-3863
p4010e3	Brig/Physical Security/Women Ashore	882-3869
p4010f	Major Washington/Millington Staffs LCPO	882-3880
p4010f1	Major Washington/Headquarters Activities	882-3886
p4010f2	Flag Mess/Enlisted Aide Detailer	882-3871
p4010f3	Flag Writer Placement Coordinator	882-3732
p4010g	Joint Area Placement/MAAGS/MISSION/NATO/PEP	882-3872
p4010k	Head of Officer Accessions/NACIC/SERE	882-3874
p4010s1	Head "A" School Assignments/ATF/LCPO	882-2373
p4010s2	"A" School LPO/Reclassification	882-4657
p4010s3	"A" School Rating Assignment	882-2287
p4010s4	"A" School Rating Assignment	882-3866
p4010s5	"A" School Rating Assignment	882-3875
p4010s6	"A" School Rating Assignment	882-3884
p4010s7	"A" School Rating Assignment	882-3865
p4010s8	"A" School Rating Assignment	882-3883
p4010s9	"A" School Rating Assignment	882-3873
p4010a4	Admin Asst. "A" Schools	882-2341
Fax		882-2646